



November 3rd, 2009 Special Election Deadlines & Reminders

Governor Nixon has issued a Writ of Election calling for a Special Election to fill the current vacancies in the 95th Missouri State General Assembly:

Senate - 4th District (St. Louis City)
House of Representatives - 73rd District (St. Louis County)

Important Special Election Dates:

September 29th, 2009: All candidates must be selected and have filed for office by 5:00 p.m.
November 3rd, 2009: The date of the Special Election.

All candidates for these vacancies shall be subject to the certain reporting deadlines and requirements as required by law, including:

- 1) Personal Financial Disclosure (PFD) Requirements
- 2) Campaign Finance Reporting Requirements

If you are a candidate, please pay close attention to this information and **refer to page two** of this document for specific deadlines and reporting requirements.

Before you can file your first campaign finance report you must file a **Statement of Committee Organization** or Statement of Exemption with the Missouri Ethics Commission. This report must have an original signature and can be either mailed or hand-delivered to our office. (Faxed receipt of this form is not accepted). *All candidates for the senatorial district will have to file reports electronically with the Missouri Ethics Commission **and** file on paper with the St. Louis City Board of Elections.*

The Missouri Ethics Commission requires that all Campaign Finance reports (including caucus nomination reports) be filed online. Once you file a Statement of Committee Organization, you must then file a **PIN Application** and **Waiver** to obtain your user name and password. The PIN Application and Waiver must be filed before you can electronically file your reports and can be mailed, hand-delivered, faxed or e-mailed to our office. Please click our link, [Electronic Filing](#), to access our online filing system.

If you have any questions or need assistance, please contact us at:

Missouri Ethics Commission
Physical Address: 3411 A Knipp Drive, Jefferson City MO 65109
Mailing Address: PO Box 1370, Jefferson City MO 65102
Phone: 800-392-8660 or 573-751-2020
Or visit our Website: www.mec.mo.gov

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Personal Financial Disclosure (PFD) Requirements §105.484- §105.487 RSMo.	
Due Dates:	PFD Reporting Requirements: <ul style="list-style-type: none"> • Must file PFD with the Missouri Ethics Commission: • Must be postmarked no later than midnight the day prior to the due date if submitted by mail or must be received by 5:00 p.m. on the due date if hand-delivered. • Must include original signature, no faxes or copies accepted.
October 13th, 2009	✓ Last day to file initial PFD without incurring penalties
October 14th, 2009	✓ Failure to file PFD by this date <ul style="list-style-type: none"> • Late fees assessed at rate of \$10.00 per day
October 20th, 2009	✓ Continued failure to file PFD by this date <ul style="list-style-type: none"> • Late fees assessed at rate of \$10.00 per day • Possible disqualification as candidate and removal from ballot
Campaign Finance Reporting Requirements §130.150.2 - §130.146 RSMo.	
Due Dates:	Campaign Finance Reporting Requirements: <ul style="list-style-type: none"> • Must be filed in electronic format by each candidate • Must be electronically filed by 5:00 p.m. on the due date
15 Days After Caucus Nomination	✓ <i>15 Days After Caucus Nomination Report</i> Due <ul style="list-style-type: none"> • Covers from date of nomination through 10 days after nomination • Due 15 days after nomination date
October 15th, 2009 (Quarterly Report)	✓ If you were nominated before September 20 th , 2009 <ul style="list-style-type: none"> • You must file the <i>October Quarterly Report</i> • Covers from the 11th day after nomination through September 30th, 2009 ✓ If you were nominated on or after September 20 th , 2009 <ul style="list-style-type: none"> • You do not need to file the <i>October Quarterly Report</i>
October 26th, 2009	✓ <i>8 Day Before Election Report</i> Due <ul style="list-style-type: none"> • Covers time period from date of last report through October 22, 2009
December 3rd, 2009	✓ <i>30 Day After Election Report</i> Due <ul style="list-style-type: none"> • Covers time period from October 23rd, 2009 through November 28th, 2009
24 Hours After Receipt Report (File as needed)	✓ Any receipt of a contribution or loan in an amount exceeding \$250 and which is received between the 11 th day through 1 day prior to the election, must be reported within 24 hours of its receipt. <ul style="list-style-type: none"> ✓ This report may be submitted via any written means of communication. ✓ Any contribution/loan meeting these specifications must be included in the next subsequently filed report.
48 Hour Notice of Contribution Report (File as needed)	✓ Any individual or committee that receives any contribution from any single contributor exceeding \$5,000 must electronically report same to the Missouri Ethics Commission within 48 hours of its receipt.